STANDARD FORM NO. 64

CONFIDENTIAL

Office Memorandum • UNITED STATES GOVERNMENT

TO   : Chief, Liaison Section   25X1A   DATE: 2 January 1948

FROM   : ███████████████

SUBJECT: Background Information regarding Persons Being Checked in the
         Files of the Federal Bureau of Investigation and Intelli-
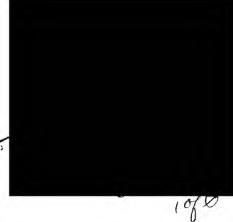   gence Division of the War Department.

        In accordance with your request, inquiry was made at the
Federal Bureau of Investigation and Intelligence Division, War De-
partment, concerning what background information regarding our Sub-
jects would be best to enable them to make the most thorough search
of their files.

        A representative of the Intelligence Division, War Depart-
ment, advised that since their files were composed primarily of
Military Personnel, information regarding the period of Military
Service and the Army Serial Number would prove very helpful in the
event that our Subjects had had Military Service. Also, Subject's
full name, including the middle name rather than the initial, to-
gether with date and place of birth, should also be provided, when
possible. This representative stated further that it would prove
very helpful if we could indicate the race of each Subject, if pro-
viding this information was not objectionable to the CIA. In
closing he stated that obviously any additional information regard-
ing our Subjects would make positive identification much easier.

        A representative of the FBI was also asked what infor-
mation would be most valuable to that Agency and he advised that
the best check of their files could be made if we provided Subject's
full name with all Aliases, his address, his date and place of
birth, his educational background, and his present and previous
employments. This representative also stated that, in view of the
tremendous number of names contained in their files, it would be
of much assistance in identifying our Subjects if we were able to
provide some family background.

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